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UA28/1 The Personnel File

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The Personnel File

PERSONNEL FEATURE:

Brendan Bowen - Dealing With Asbestos



In the summer of 1982, the Physical Plant hired a young man to work on the air conditioning crew to change filters. Within two months, he was promoted to student draftsman. As graduation became a reality in 1983, he was offered the position of full-time draftsman, which he readily accepted. In this position, he dealt with smaller projects like developing drawings for the roof of West Hall and the Credit Union. Shortly thereafter, he was assimilated into the front-end projects at the Physical Plant. During this time, the young man grew and developed to such an extent that in 1985, he was given the responsibility to develop and coordinate Physical Plant environmental safety programs at Western.

In this position, Brendon Bowen's involvement in the asbestos project started when he and Kemble Johnson, Physical Plant Administrator, attended a symposium at the University of Kentucky. During this time it was realized that in some mechanical areas at Western a number of employees were at potential risk to exposure, since asbestos is found in many areas.

When discussing asbestos, Bowen projects an image of a knowledgeable seasoned veteran. His responses are direct and to the point. He does not try to cover up

any of the negative aspects of asbestos, nor does he try to understate the severity of the problem present at WKU.

According to Bowen, "Asbestos is the generic name for the group of naturally-occurring minerals which are readily milled into fibers." He further states that asbestos fibers have been used in hundreds of building products since the turn of the century. The tensile strength, fire resistance, chemical resistance, and versatility of asbestos fiber earned its reputation as the "miracle fiber" during the 1950s and 1960s when it was used frequently in spray-applied ceilings, fire proofing, thermal insulation for pipes and boilers, floor tile, and hundreds of other uses.

Bowen refers to the characteristics of asbestos as being like a double-edged sword. He responds, "The very characteristics of asbestos which make it an ideal building material (e.g. tensile strength, fibrous structure, and chemical resistance) also make it an ideal cancer-causing agent." By the mid 1960s, links between asbestos and certain diseases such as asbestosis, lung cancer, and mesothelioma were firmly established. Since the data linking asbestos to these was derived from studies of asbestos workers and insulators, it was first assumed that high exposure to airborne asbestos

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DEPARTMENTAL FEATURE:

"The Business of Teaching Business"

The expression "the business of America is business" has never been more apparent in our society than it is today. With changes in inflation and interest rates, value of the dollar, workforce staffing, and increasing competition from foreign companies, one can clearly see why learning business strategies, techniques, and generally how business works is a basic necessity in any community.

Many times the job of educating the public about these business procedures falls on the shoulders of a college business department such as management and marketing. Here at Western, this department is comprised of many notable and worthy professors that are both progressive in their teaching methods and student-minded as well. Students realize that their professors are not just teachers, but are also people concerned about them as individuals and their career opportunities after graduation.

The department of management and marketing is action oriented. The curriculum is challenging, yet fair and rewarding. The professors involve themselves in many activities that range from conducting seminars to writing and publishing books.

The management and marketing department is designed to offer a core curriculum to students pursuing a bachelor of science degree in management or marketing. Courses are arranged so as to test the intelligence and perseverance of each student. Students are required to perform satisfactorily in these courses as well as to exhibit behavior that is common to individuals in the business world.

Strong student interest in business careers have kept departmental course enrollments well above university averages for the past five years. During fall semester, 1986, only one department generated more upper-division student credit hours. This high level of productivity has been accomplished without sacrificing instructional quality as nearly all of the courses have rigorous writing



Pictured from left to right are: Dr. Douglas Fugate, Dr. Robert Erffmeyer, Dr. Robert Reber, Dr. Atzalur Rahim, Dr. Gabriel Buntzman, Dr. Lawrence Finley and Dr. Brian Sullivan.

requirements and a variety of "thinking-oriented" assignments. The department has also begun integrating personal computer supported assignments into its curriculum.

The number of declared students seeking majors or minors administered by the management and marketing department has increased substantially. Much of this increase is reflected in the intentions of freshmen and sophomores to study business. This is consistent with national surveys indicating that over one-quarter of college-bound high school seniors intend to pursue business studies. Part of this increase is also attributed to the implementation of a new admissions and enrollment policy in the College of Business Administration.

The interim department head, Dr. Douglas Fugate, cited the importance of University departments teaching general education courses. "High school seniors who want careers in business must complete about two years of general education requirements before they are able to enroll in any of our upper level business courses." Therefore, "the college is very dependent upon other departments for the preparation and retention of those students until they enter the College of Business Administration," Fugate said.

Curriculum development continues to be a high priority in the

department of management and marketing. New courses and options have been added to meet the demands of the business community and of students for state-of-the-art instruction. During 1986, Dr. Robert Erffmeyer developed a course in sales management, and Dr. Ronald Millman introduced a course in personal selling. Both of these electives were offered as senior seminars in marketing; both will be formally presented to the Academic Council for approval as permanent course offerings. Dr. Lawrence Finley's new course in entrepreneurship has already received approval and will be included in the schedule on a regular basis. All of the department's business administration core courses have been offered at night for the past three years to accommodate non-traditional students. Specialized courses in each major may be available in the weekend and evening division as early as next fall. There are also plans to offer a management major at Owensboro. Dr. Robert Reber, a management professor, discussed the possibility of coordinating a new major entitled human resource management. Reber refers to a recent survey that reveals the following findings: "Of all recent business school graduates, 80% will become managers in five years or less. Of

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DEPARTMENTAL FEATURE: A Stroll Through Shipping and Receiving

Have you ever wondered where all the merchandise that you see throughout campus such as tables, chairs, computers, and file cabinets comes from? Or . . . have you ever wondered how all this merchandise was placed in the various rooms throughout campus?

If you answered yes to one or both of these questions, then wonder no more. Come and take a stroll through shipping and receiving.

We can begin this stroll in August of 1968 with Terrell Woosley, presently shipping and receiving manager. Terrell has worked in this section during his entire stay at Western. He states, "We started with one pickup truck and operated out of a stockroom at the Physical Plant." He also indicated that very few records were kept during these early years.

As Western began to grow, so did shipping and receiving. Currently providing a central location for material and supplies coming into the University, while also serving as a pickup point for all freight trucks, this section operates and functions efficiently with the aid of very wide loading and unloading docks. In fact, says Woosley, "it is the most accessible building on campus."

The incoming goods range from chairs, tables, bookcases, and storage cabinets to radioactive materials. No military goods or foodstuffs are ever accepted. Many times when merchandise is received, it requires assembling. Shipping and receiving is responsible for assembling and repairing any items that need it.

All incoming and outgoing merchandise is accompanied by a transmittal slip, and it is approved and signed-off by a shipping and receiving employee. Inventory control is another procedure implemented by shipping and receiving. As all non-expendable items with a value of \$50 or greater come in, an inventory control number is assigned to each before being distributed to various departments around campus.

In conjunction with accepting all this incoming material, shipping and receiving maintains two



James Monroe and Howard Jones move material in one of the warehouses.

warehouses for storing these items. All new incoming material is stored in one warehouse, and in the other one, all surplus property (excess tables, chairs, etc.) is stored. A department is able to obtain any surplus property that is available without charge. Whenever the surplus merchandise exceeds a certain level, the inventory control manager arranges a public auction to sell off the surplus.

With respect to outgoing items, shipping and receiving will pick up any items from the various departments (direct shipments, returned merchandise, etc.), perform the necessary paperwork and ship these items to their destinations. Departments are also allowed to bring items to shipping and receiving and be provided with the same service. No parcel post is taken care of in shipping and receiving.

During a one-week period, shipping and receiving will make its regular weekly run which consists of two routes. On Monday, Wednesday, and Friday "this side" of campus is worked. Buildings included in this section are Wetherby Administration Building, Academic Complex, Downing University Center, Physical Plant, and the Fine Arts Center. On Tuesday and Thursday the "far side" is worked. Involved here is Thompson Complex, Gordon-Wilson

Hall, Garrett Conference Center, Science and Technology Hall, Van Meter Hall, Environmental Science and Technology Building, and Grise Hall. It is during these runs that merchandise from shipping and receiving, central stores, and the print shop is delivered. Also, merchandise is picked up in the form of smaller items and larger ones, such as in departmental moves. The moves often require a great deal of planning, and the larger ones are many times done in conjunction with the physical plant. However, according to Terrell Woosley, before anything is moved a "request for moving of equipment form" is completed. He states, "This is just good record keeping."

Shipping and receiving has evolved over the years in terms of size and function. During the early years equipment was limited to two or three handtrucks, one four wheel cart, and one pickup truck. At the present time, one will find a forklift pallet jack, several handtrucks, two pickup trucks, a van and a car. Another solid growth indicator is a comparison of the dollar value on business done in 1977 versus 1987, which is \$125,529 and \$1,447,944 respectively.

All this activity in shipping and receiving does not just fall smoothly into place. It takes careful planning and a strong commitment by all the

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Tips for Computer Users

Every day, hundreds of employees throughout Western use computer terminals. To help make the time at the work station more comfortable and to prevent muscle tension, stiffness, fatigue and eyestrain, we suggest the following:

Use Good Posture

- Keep your feet flat on the floor to help maintain good sitting posture.
- Shift your position throughout the day to keep your muscles loose and to relax away tension due to immobility.
- Adjust your chair height so that your weight is shifted forward off your spine and your arms are at desk level.

Exercise for Relaxation and Relief of Muscle Tension

- **The Neck**—Glide your head back, as far as it will go, keeping your head and ears level (Doing it correctly creates a double chin). Now glide your head forward.
- **Upper Back**—Raise your hands to your shoulders. Using your arms, push your shoulders back. Keep your elbows down. Hold for 15 seconds. Repeat three times.

- **Hands and Wrists**—Put your right elbow on a table, hand raised. With your left hand, gently bend your right hand back toward the forearm. Hold 5 seconds. Repeat on the other side.

Take care of Your Eyes

- Get regular eye exams to be sure your eyes are healthy and vision problems are corrected.
- **Eye Comfort Tips:**
 1. To keep your eyes moist, prevent itching, and aid in cleaning, blink them often.
 2. To reduce reflection and glare from the screen, reposition your terminal, tilt the screen or modify the lighting.

By keeping these ideas in mind, your time at the computer station will become more comfortable.

Source: *The Insider* published by Blue Cross/Blue Shield/Delta Dental of Kentucky.



Tennis Anyone?

Debby Cherwak said that there is still time to register for tennis this summer. If you have not registered yet, you have until May 20. Tennis will begin on June 1. Call Debby Cherwak at 745-5216 for more information or an entry form.



Fore!

The Annual Faculty/Staff Golf Tournament will once again be held in July. So start polishing your clubs, and call Jim Pickens at 745-5216 for more information. If you are around Diddle Arena, drop by the campus recreation office, room 148, to pick up an entry form.



Historical Spotlight

March 4, 1960
New Copying Machine
Purchased By Library
For Campus Use

A new all-electric copying machine is now available in the College library to aid students and faculty in copying directly from books or periodicals without removing pages.

When the machine is operated for personal use, in most cases a small charge of five cents a sheet will be made for the cost of special copy paper.



Friday, April 7, 1950
Lavoy's 671 Points
Is Second In Nation

In a final roundup of official basketball statistics released by the National Basketball Athletic Bureau, it was revealed that Western's center, Bob Lavoy, in scoring 271 field goals for the season made a second-high all-time figure and in collecting 671 points, joined a select list of players to score 600 points in a season.

He was second to Paul Arizin of Villanova who gathered a total of 735.



May 12, 1950
Census Shows About
18,100 Persons In City

Tentative census figures released today place the population of Bowling Green at 18,100, as of April 1.

Subject of revision, the total is an increase of 24.1 per cent—or 3,515 persons—over the 1940 census of 14,585. The 1930 total was 12,348.



New Employees

David Appleby—Physical Plant, Building Services Assistant
Lee Ashley—Physical Plant, Boiler Operator Trainee
Kenan Bitterling—Training & Technical Assistance Services, Parent Involvement Specialist
Kevin Bray—Physical Plant, Groundskeeper
Janet Buckley—Training & Technical Assistance Services, Early Education Training Specialist
Rita Cashon—Training & Technical Assistance Services, Administrative Secretary
Margarethe Douglas—Physical Plant, Building Services Assistant
David Dunn—Public Safety, Police Officer (Grade B)
Sharon Garris—Registrar's Office, Registration Clerk
Lynn Goodman—Physical Plant, Maintenance Planner
Anthony Holder—Public Safety, Police Officer (Grade B)
James Holland—Football Office, Assistant Athletic Coach
Gregory Lake—Physical Plant, Electronics & TV Technician
Jill Sellers—Central Hall, Assistant Residence Hall Director
Donna Weaver—Training & Technical Assistance Services, Training Coordinator
Melissa Werner—Training & Technical Assistance Services, Early Childhood Education Specialist
Charlotte Williams—Rodes-Harlin Hall, Assistant Residence Hall Director
Sharon Winter—Alumni Affairs, Receptionist

Personnel Changes

Michael Cardwell—from Groundskeeper to Light Equipment Operator, Physical Plant
Steven Ramsey—from Light Equipment Operator to Senior Groundskeeper, Physical Plant
Freddie Rone—from Building Services Assistant to Building Services Group Leader, Physical Plant
William Stephens—from Police Officer (Grade B) to Police Officer (Grade A), Public Safety
Betty Wolff—from Building Services Assistant to Building Services Group Leader, Physical Plant
Edmund Zibart—from Building Services Group Leader to Building Services Supervisor, Physical Plant

Service Anniversaries

25 Years
Mary Stone—Teacher Education, Certification Assistant
20 Years
Paul Brown—Modern Languages and Intercultural Studies, Department Head
Stephen House—President's Office, Executive Assistant to the President
Patricia Pearson—Biology, Associate Professor
Harry Robe—Psychology, Professor
Charlotte Burchett—Computer and Informational Services, Data Control Specialist IV
15 Years
Phyllis Causey—College of Business Administration, Principal Secretary
10 Years
Dorothy Carver—DUC Cafeteria and Grill, Dish Machine Operator
Zella Martin—DUC Cafeteria and Grill, Senior Grill Operator
Freda Mays—College of Business Administration, Director of Center for Student Advising
Nancy McGann—DUC Cafeteria and Grill, Food Services Worker
Cynthia Morris—Student Life, Dean's Office, Principal Secretary
Bluford Yates—Physical Plant, Building Services, Group Leader
Janet Gentry—Sponsored Programs, Senior Secretary
Faye McDaniel—Purchasing, Senior Administrative Secretary
Seroba Miller—Purchasing, Bookkeeper
Josephine Owens—DUC Cafeteria and Grill, Checker
Alvin Bedel—Agriculture, Associate Professor
Trudy King—Student Financial Aid, Financial Aid Counselor
Betty Rich—Accounts & Budgetary Control, Accounts Clerk

5 Years
Linda Boards—Public Safety, Communications Officer
Teri Hefflin—Housing Office, Office Supervisor
Rebecca Hornal—DUC, Senior Secretary
Rita Otto—Health Services, Medical Technician
Teresa Swetmon—Cooperative Education, Administrative Secretary
Mary Ann Wootley—Central Stores, Bookkeeper

Retirements

Robert Balze—Media Services, 7-31-87
Carlyse Barber—Public Information, 5-31-87
Hoyt Bowen—English, 5-31-87
Emmett Burken—Educational Leadership, 6-30-87
Arthur Bush—Industrial and Engineering Technology, 6-30-87
Kirk Dansereau—Sociology, Anthropology and Social Work, 5-31-87
Nell DePalma—Physical Plant, 5-31-87
Edward T. Goad—Physical Plant, 4-30-87
Paul Hatcher—Modern Languages and Intercultural Studies, 6-30-87
Elizabeth Howard—Business Affairs, 5-31-87
Margaret Jackson—Business Affairs, 4-30-87
Robert Krenzin—Mathematics, 6-30-87
Elvira McDonough—Accounts and Budgetary Control, 5-31-87
Robert Melville—Teacher Education, 6-30-87
DeWayne Mitchell—Educational Leadership, 6-30-87
Robert Nelson—Finance and MIS, 6-30-87
Blanche Parent—Library Public Services, 5-31-87
David Shannon—Educational Leadership, 6-30-87
Hollie Sharpe—Administrative Office Systems, 6-30-87
Imogene Simpson—Library Services, 6-30-87
Harold Smith—Accounts and Budgetary Control, 4-30-87
David Whitaker—Journalism, 6-30-87
Anise White—Physical Plant, 5-31-87
Claude Wilkerson—Chemistry, 6-30-87

Retiree Banquet

The first annual retiree awards banquet was held April 27 in the Academic Complex dining facility. A total of thirty-nine retirees were honored during the affair. The group represented 956 years of service, and the average years of service per retiree was twenty-five years. The "youngest" retiree present was Elvira McDonough with eleven years, and the "oldest" was John Minton with forty years.

The University is in the process of developing an awards program for retirees, but purchasing contracts have not yet been confirmed. As a result, this year's retirees will be receiving their awards at a later date. Next year we hope to have the awards ready for presentation during the banquet.

Dr. Paul Cook was master of ceremonies, Dr. Jerry Wilder gave the invocation, and Dr. Kern Alexander was the featured speaker.

Shipping & Receiving continued

people employed there. This unit is composed of Larry Howard, director of purchasing, Terrell Woosley, shipping and receiving manager, Mark Harris, Howard Jones, and James Monroe, shipping and receiving clerks. Part-time employees are Paula Madison, clerical, and James Rhoades, shipping and receiving clerk.

This group of dedicated people works diligently to satisfy the shipping and receiving desires of a busy university. Accomplishing this, which is by no means easy, is perhaps a very good example of positive results following hard and honest work.



From Left to Right Are: James Monroe, Terrell Woosley, Paula Madison, Howard Jones and Mark Harris.

The Department of Personnel Services frequently receives inquiries about the filing requirements for major medical claims. The major medical period is based upon the calendar year January 1 through December 31; however, persons have an additional 12 months to file for the previous year's expenses before the filing deadline is reached. The period for which we may now file is for the calendar year, January 1 through December 31 1986. To be eligible for reimbursement these charges must be filed on, or prior to, December 31, 1987. The current deductible is \$200 per person, but with a maximum family deductible of \$400, and the reimbursement schedule is 80% of covered charges after the deductible is satisfied. If you have questions regarding this, or any other aspect of Western's Benefits Program, please phone Mrs. Bettie Flener, 5346.

"Obstacles are what you see when you take your eyes off the goal."

How many of us have experienced this: we begin working toward a goal, but then get sidetracked by the obstacles we all encounter in our everyday routines? Later we find that through our long and hard concentration on the obstacles, our work is no longer directed toward our goal, and in fact these efforts have prevented us from accomplishing our real goal!

Let's take a look at an experiment that demonstrates this point, done with, of all things, bees and flies. An equal number of each were placed in an open glass bottle. Their goal was to get free; their obstacle the bottle's glass. The experimenters knew that bees are smarter than flies, and so should get free quicker. The clear bottle was mounted horizontally with its base to a sunlit window, and its open neck facing toward the darkness of an interior room. In just 2 minutes, all the flies had flown out to freedom through the open neck of the bottle. But the "smarter" bees persisted in trying to get out through the bottle's sunlit base facing outdoors, until they collapsed from exhaustion. The bees had made the mistake of taking their eyes off their real goal. Reaching the source of light wasn't the goal—getting free was!

Let's keep our goals clearly in mind. If we get bogged down in dealing with unimportant problems that have little or no direct connection with our goals, then we waste our talents, energies and resources. We can, by clearly reviewing our goals from time to time, see beyond obstacles that could sidetrack us into exhaustion!

Source: Vantage Communications Inc.

the ones that do become managers, 75% of their time will be spent on personnel related issues." Reber further states, "If this is a future trend, then we should educate our students in such a way as to maximize their effectiveness and performance in the job market." In order to do this, Reber feels that we need to develop bachelor's and master's degree programs.

Faculty members in management and marketing are quite active in the area of scholarly activity. During 1986, the 11 full-time members of the department were responsible for 41 scholarly products, including eight refereed journal articles, 10 national conference presentations, and one book. Dr. Robert Reber commented, "Scholarly activities involving field research keep me current—they help me to stay in touch with the real world."

On that note, it can be said that we are now in an era in which the sharing of ideas and opinions is of great importance. We as a society cannot truly exist and grow without developing a network of quality information exchange systems. One of the most powerful systems available to mankind is the educational process. With this, we can build bridges so that the most complex business issues, social problems, and national and international events can be clearly understood and dealt with in the proper manner.

If a business department is to be used for such a vehicle, it must possess a dynamic personality that is forthright in interpreting and teaching those ideologies that are relevant during this era. The department must also project an image of readiness and awareness—with a paramount objective to keep moving forward. The department of management and marketing meets this description.



Thinking About Retirement?

If you are a member of the Kentucky Employees Retirement System (KERS), and you are considering retirement during 1987, it may be to your advantage to retire on or before June 1.

During the last legislative session in Frankfort, a law was passed that provides for a four percent increase for all annuitants whose retirement is effective *before* July 1, 1987. This means that a person must retire effective *not later* than June 1, 1987 to be eligible for the increase. So keep the date in mind if you intend to retire anytime during 1987. The law does not apply to members of the Teachers Retirement System (KTRS). You are invited to direct any questions regarding KERS or KTRS to Jim Tones, 5347.



Summer Work Schedule

The summer work schedule will begin May 11 and extend through August 14, 1987. Office hours will be 8:00 a.m. to 4:00 p.m., Monday through Friday, during this period. Monday, May 25, Memorial Day, and Friday, July 3, (Independence Day is the 4th), will be observed as holidays.

Eleven months' employees will observe nonwork days in accordance with paragraph 2, Personnel Policy #4, and as directed by their supervisors.

Twelve months' employees hired prior to May 11, 1987 will be given three days off during the summer period. Administrative offices will remain open and each office head should prepare a schedule for staffing to adequately provide for transaction of all University business.

"The race is not always to the swift, but to those who keep on running."

The phenomenon of running and competing in marathons has reached enormous proportions. Last year, in the New York City marathon alone, 18,000 ran. In Boston, 8,000 ran the 26 plus mile course. And hundreds of thousands more run in other marathons all over the United States and the world.

How many of these thousands of marathoners become well known? How many become THE WINNER of the races they enter? Only a handful. Were the 17,999 who ran the NYC marathon but who didn't finish first, LOSERS? Certainly not.

Being a winner is much more than a flashy sprint across the finish line. All of us who endure, who have the courage and stamina to press on to our own personal best are winners. Whether we're running a marathon or competing in the marketplace, we compete with others to spur us on to do our best. And, like the majority of marathon finishers, the demonstration of our success is often not in front of a cheering crowd, but rather in a quiet and even lonely place with only ourselves as spectators.

When we've "seen the thing through," our reward is the personal satisfaction that comes from knowing that we've done our job in the very best way we know how.

Right here on the job, the next time you see a lone runner struggling up a steep hill, take notice. You may have just caught a glimpse of a real champion. Perhaps it is you!

Source: Vantage Communications Inc.



was hazardous. However, according to Bowen, "recent evidence indicates that there is no minimum 'safe' level of asbestos exposure."

In addition to the health consequence of asbestos exposure, Brendon alluded to some of the legal implications that have evolved. Many asbestos manufacturers have been charged with "outrageous misconduct" in their negligent handling of information regarding the hazards of asbestos. Building owners and school board members have similarly found themselves entangled in complex litigation as both plaintiff and defendant. Also, the medical, legal, and financial burden caused by asbestos is unprecedented in American history, and the effects will be evident for decades to come.

Due to the seriousness of this issue, it would be unwise for the University to wait for any state plan currently being developed to deal with the asbestos problems. Instead, the University is developing and implementing its own plan in order to provide a safe environment for faculty, staff, and students, Bowen said.

It is with this thought in mind that Brendon Bowen directs all asbestos-related activities. These activities differ in size and scope, but the one thing that remains paramount in each is that they are vital for the success of an on-going asbestos management plan.

When performing a building survey and hazard assessment, Bowen reviews building records and inspects the building for asbestos containing materials (ACM). This is the most important function of his job, since it is necessary to determine the location of all asbestos before it can be successfully controlled.

After ACM has been located in University facilities, Bowen then develops a communications package to notify the following parties of potential asbestos exposure:

- building occupants potentially exposed
- physical plant personnel
- outside contractors potentially exposed

Given the sensitivity of the asbestos issue, he communicates the information in different ways to different parties. With respect to

Kentucky statute, he is preparing to place warning signs on the entrances to all buildings which contain ACM. He then arranges for carefully worded letters to be sent to building occupants, while notifying physical plant workers with more explicit warnings and instructions when necessary.

In the assessment and inspection portion of the plan, one will find Bowen inspecting all ACM for damage or deterioration at least twice a year and documenting these findings. He also investigates the source of debris found by the physical plant staff.

To deal with the control activities associated with asbestos management, Bowen develops and implements state-of-the-art control procedures to minimize fiber release during routine and emergency maintenance activities. Bowen said that a necessary part of the control segment is the monitoring of ambient air and worker's breathing zone air (called personal monitoring). His plans at the present time entail performing this task in-house, since the turn-around time involved in monitoring by an outside consulting firm is unacceptable for this application.

With respect to OSHA regulations, Bowen has developed a respirator program at Western which exceeds OSHA requirements. He firmly believes, along with many other professionals in the industry, that the OSHA permissible exposure limit of 0.2 fibers per cubic centimeter of air over an 8-hour time weighted average is insufficient to protect workers against lung cancer and mesothelioma. The program at Western will set a lower action level of 0.01 f/cc. Workers potentially exposed above this "action level" will be supplied with a respirator having a protection factor sufficient to reduce respirable asbestos inside the mask to a level below 0.01 f/cc. This requirement will apply to all asbestos related work except removal, which will always require the use of a type-c supplied-air respirator.

Bowen feels that education related to asbestos is another major concern. He plans to arrange several training programs to provide workers with the knowledge necessary to properly handle asbestos.

With an issue as important as this one, documentation of all asbestos related work cannot be overly emphasized. Bowen is currently developing a system to record accurately information on all components of the program, including survey data, employee records, testing and analysis results, inspection records, and similar data. He states that, "in the event of litigation against the University, the documentation will be the only means whereby the program can be evaluated for integrity and credibility."

When Brendon prefers to get away from it all, he involves himself in writing and performing music. He also enjoys photography, for which he has received many awards. Also, he has designed and drawn plans for several area homes. Brendon and his wife Diane, who is a Data Entry Operator in the department of student financial aid, are actively involved in many church-related activities.

There is no doubt that the asbestos problem at Western is a serious one. There also is no doubt that the only way to combat such a problem is with an aggressive, unified, and well-rounded plan that has sound reasoning. Brendon Bowen appears to be, above many things, the person who can tie all the necessary ingredients together and make them work to help foster a safe environment for work and study at Western.



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